

COMMUNITY ACTION BOARD ADVANCE  
MINUTES

February 9, 2011

**Present:** Awichu Akwanya, Ana Briones-Espinoza, Jasmin Kirkland, Margie de Ruyter, Jeannine Nash, Sonia Ruiz, Filipa Rios.

**Excused:** José Rivera, Alemi Daba, Carol Conger-Cross, Marsha McKay, Marie Mendoza, Keith Stevenson, Paul Moose.

**Absent:** John Salazar, Denise Reed, Nelson Leone, Adriana Paulson, Rebecca Baez-Garcia, Scott Suckow.

**Staff:** Sylvia Melena, Juana Duenas, Corinne M. Rodriguez

**Guests:** Steve Dinkin, National Conflict Resolution Center

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**Call to Order:** (Jasmin Kirkland– chair) **5:44 P.M.**  
Roll Call:  
Roundtable - Introductions

Acceptance of Agenda  
Moved: Sonia Ruiz

Second: Anna Briones-Espinoza    Approved Unanimously

Approval of Minutes

- January 12, 2011

Moved: Sonia Ruiz

Second: Anna Briones-Espinoza    Approved Unanimously

**Action Items:** No Quorum to vote on Action Items. CAB Bylaws will be reviewed and voted on via electronic vote by Executive Committee.

Pending: Discussion on new Executive Committee appointments for CAB Chair, Vice Chair, and Secretary.

**Handouts:**

- Final Community Action Board Bylaws.
- National Conflict Resolution Center-Strategies for Managing Conflict in the Community.
- CAB received copy of CAP's Expenditure Report (FY 10-11 and CY2011).
- CAP Newsletter was provided to CAB.

**Presentations:** National Conflict Resolution Center (NCRD)" by Steve Dinkin

- Introduced Steven P. Dinkin, Esq.
- Website: [www.ncronline.com](http://www.ncronline.com)
- Phone: 619-238-2400
- Email: [sdinkin@ncrconline.com](mailto:sdinkin@ncrconline.com)
- Communication and Collaboration Skills Training – These trainings were developed by the National Conflict Resolution Center in order to provide community members, schools, and organizations with options, ideas, strategies and techniques to handle conflict effectively and to provide school personnel with the skills proven to make a difference.
- The Exchange - Participants learn communication skills and a four-stage process to follow for resolving conflicts. The exchange training leaves participants with new ways of communicating collaboratively, new approaches to conflict, new skills to deal with it, and an adaptable and structured process to successfully manage a wide variety of community issues and conflicts.
- Community Mediation – The Community Mediation arm of NCRC provides mediation, facilitation and other related dispute resolution services to help resolve a range of community-based disputes. Services are generally provided for neighbor/neighbor, consumer/merchant, family, small business, and landlord/tenant cases.
- NCRC expressed an interest in conducting training for CAB members, as they have done for other community groups..

## Discussion:

### Open Discussion

- Approval of Board Letter for CAB Bylaws pending (no quorum for this meeting)
- CAB Minutes and Agenda are sent to Members on Monday, 72 hours prior to monthly CAB meetings. Jasmin (chairperson) asked that CAB review prior to meeting.
  - Discussion on new Executive Committee appointments still pending. Jasmin asked that CAB contact her or CAP to recommend nominees.
  - Alemi Daba submitted Resignation Letter in October 2011. Alemi represented the Economically Disadvantaged Sector in Central Region and she has provided the name for a potential board nominee.
  - Carol Conger-Cross will be submitting resignation letter. Carol represents Economically Disadvantaged Sector for East Region.
  - Cornelius Bowser is a possible replacement for Economically Disadvantaged Sector in East County. Jasmin will follow up with him.
  - Marie Mendoza who represents the Public Sector in District 2 will be resigning.
  - Public Sector - District 3 continues to be vacant.
  - Alternate for Economically Disadvantaged Sector - North Central Region - Paul Moose, BOS confirmation is pending.
  - Alternate for Economically Disadvantaged Sector - North Coastal -- Filipa Rios, Community Resource Center, attended CAB meeting. She is interested in serving as alternate for Sonia Ruiz.
  - North Inland Alternate remains vacant with no nominee.
  - Alternates needed for Private Sector - Kaiser Permanente and the Workforce Partnership.
  - Letter needs to be drafted to notify District 4 that John Salazar (Public Sector) will be ejected from CAB due to lack of attendance at CAB meetings.
  - Suggestion was made to tap community collaborative for recommendations and participation on CAB.
  - Length of terms: Executive Committee serves for 1 year. Economically Disadvantaged Sector-3 years; Public Sector-4 years; Private Sector-3 years.
  - There might be changes to represented sector if Board of Supervisors redefine boundaries of supervisory districts.
- CAB participates with HHSA Executives in discussing program priorities. CAB's Chair and Vice-Chair are usually invited to meetings. CAB discusses these.
- CAB suggested that board retreats be held in the spring and fall.
- Suggestion was to create a timeline of current/future projects CAB must be looking at. Next year's retreat will focus on the CAP Plan. Last retreat was held in October 2010.
- May's Community Action Month is coming up. It was suggested that CAB become involved in the planning/coordination of this year's event.
- CAB members requested clarity on roles and responsibilities. CAP will provide information at the next CAB meeting on CAB member roles and responsibilities.

### CAP Plan

- Public Hearings – 3 more public forums were held. Attendance per venue: Empowerment Center, 50 attendees; South Bay/Turning the Hearts Center, estimated 15 attendees; and in East County/El Cajon Library, 14 attendees. Senior and homeless attendees provided insightful input. CAP might attend one more community meeting in North Central Region. CAP will roll up data from community surveys and is currently working on completing the CAP Plan. Draft plan may be ready for CAB review by March 9th meeting in preparation for approval at the April 13<sup>th</sup> 2011 meeting.
- CSBG Budget allocation for FFY 2011 was approved at same level as FFY 2010. Possible change in 2012 Budget. The Federal Budget will be released this month. National CAP is working to "educate" Congress and the Senate about CAP programs.
- Dan Vasquez (CAP Fiscal Manager) provided brief overview of how CAP leverages funds from other programs.

**Director's  
Report:**

Sylvia Melena

***Live Well, San Diego! - Fostering Safe Communities***

Information Item:

- Similar to the County's health initiative, *Building Better Health*, the Health and Human Services Agency is developing a comprehensive plan for safety, ***Fostering Safe Communities***. It is the second part of HHSA's overarching Strategic Plan, Live Well San Diego!
- "Safety" is: ***Fostering communities where all individuals and families are connected, secure and protected.***
- HHSA already contributes to safety in several ways. Examples are:
  - Child Welfare Services,
  - Adult Protective Services,
  - Domestic Violence Services,
  - Alcohol and Other Drugs,
  - Mental Health Services, and
- Focus Areas are Prevention, Protection, Preparedness & Response
- We are developing a long-range (10-year plan). Opportunities will be identified where HHSA may integrate services, optimize resources, and increase collaboration with partners in support of safety.
- The next steps:
  - Initial discussions will begin with County Staff – January/February 2011.
  - Work will begin with community partners and stakeholders to identify shared goals and priorities in March /April 2011
    - Round table discussion in late March 2011
  - Design the plan.

In closing, Ms. Melena stated that she will keep the Community Action Board informed.

**Thrive San Diego Update – Juana Duenas, CAP Program Manager**

Ms. Duenas provided an update from the Thrive San Diego meeting held in January 2011. EITC campaign was kicked-off in February with a Press conference on January 28, 2011. This year through the efforts of Thrive San Diego, 12 VITA sites will be offering CalFresh on-line application services through Benefits CalWIN as well as providing information and preliminary screening for Women, Infants, and children (WIC) program. This year's campaign offers services at 40 VITA sites plus additional AARP sites. Preliminary EITC data should be available in March 2011. Thrive will continue to work with partners to expand services offered to the community. We'll be working with the Workforce Partnership to explore potential for utilizing career centers and/or other sites for EITC and access to benefits.

Action items:

- Jasmin requested a roster with CAB member terms.
- Information on Fostering Safe Communities will be sent to CAB.
- CAP will provide a brief overview of CAB roles and responsibilities at March meeting.

**Announcements**

None

**Adjournment**

Moved: Sonia Ruiz

Second: Anna Briones-Espinoza

**7:05 PM**  
Approved Unanimously

**Minutes approved by:**

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Jasmin Kirkland, Chair

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Date